

# SIKKIM



## GOVERNMENT

## GAZETTE

**EXTRAORDINARY  
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**Gangtok**

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**No. 446**

**GOVERNMENT OF SIKKIM  
URBAN DEVELOPMENT DEPARTMENT  
GANGTOK**

**No. 19/UDD**

**Dated: 21/11/2023**

### **NOTIFICATION**

With a view to strengthen and streamline the functioning of the Urban Local Bodies as enshrined under the 74<sup>th</sup> Constitutional Amendment Act, 1992 and having due regard to the recommendation made by the 5<sup>th</sup> State Finance Commission, the State Government is hereby pleased to create the Directorate of Municipal Administration under the Urban Development Department, Government of Sikkim with immediate effect: -

The duties and functions of the Directorate shall be as follows:

- i. to act as the field office of Municipal Administration under the Urban Development Department;
- ii. to act as a link between the Government and Municipal Bodies through Urban Development Department in regard to assessment of their needs and problems and placing before the government in the form of concrete suggestion, schemes, proposals, etc;
- iii. to undertake inspection of Municipal Office and to see whether proper implementation of the standing instructions as contained in the Sikkim Municipalities Act, 2007 and other laws as communicated and implemented from time to time and to see whether the funds allocated to the Urban Local Bodies are properly utilized as per the standing norms;
- iv. to supervise timely preparation and passing of annual budget of the Municipalities;
- v. to see that Municipalities make plans to realize revenues including taxes, user charges, etc;
- vi. to see that the proceedings of the Committees under Municipalities are in conformity with law;
- vii. to submit reports and Municipalities Development Plan to the Government;
- viii. to prepare the Annual Administrative Report on the working of the Municipal bodies;

- g. to act as an Enquiry Agency for the purpose of various matters coming up before the Government for which enquiries are made through various authorities, namely District Collectors, Sub-Divisional Officers, etc, depending upon the importance of the matter;
- x. to carry out capacity building programmes of the Urban Local Bodies as per the frameworks and training needs assessment;
- xi. for Management and supervision of Municipal Cadre;
- xii. any other matters as may be entrusted upon it from time to time.

**By Order and in the name of the Governor**

**M. T. Sherpa, IAS**  
**Secretary**  
**Urban Development Department.**